



***Tentative Agenda for Committee of
Council Agenda***

Monday, June 22, 2020 @ 6:30 PM

55 Victoria Street
Kensington, PEI
C0B 1M0

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***Please ensure all cell phones and other electronic devices are turned
off or placed on non-audible mode during the meeting.***

**Town of Kensington
Committee of Council Meeting
Monday – June 22, 2020 – 6:30 PM**

- 1. Call to Order**
- 2. Adoption of Agenda (Additions/Deletions)**
- 3. Declaration of Conflict of Interest**
- 4. Delegations, Special Speakers and Public Input**
- 5. Adoption of Previous Meeting Minutes – February 24, 2020**
- 6. Business Arising from Minutes – February 24, 2020**
- 7. Staff Reports**
 - a. Chief Administrative Officer's Report
 - b. Fire Department Statistical Report
 - c. Police Department Statistical Report
 - d. Development Permit Summary Report
 - e. Bills List – Town
 - f. Bills List – Water and Pollution Control Corporation
 - g. Summary Income Statement
 - h. Credit Union Centre Report
- 8. New Business**
 - a. COC Memo - Parking Area Asphalt Patching
 - b. COC Memo - Town Hall Window Replacement
 - c. COC Memo - Water Sewer Rate Increase 2021
- 9. Councillor Issues/Inquiries**
- 10. Correspondence**
- 11. In-Camera (Closed Session) – Three Items pursuant to Section 119 (b) and 119 (e) of the *Municipal Government Act*.**
- 12. Adjournment**

**Town of Kensington
Committee of Council Meeting
Monday, February 24, 2020
6:30 PM**

Council Members Present: Mayor, Rowan Caseley; Councillors: Bernard, Gallant, Toombs, Spencer and Mann.

Staff Members Present: Chief Administrative Officer, Geoff Baker; Deputy Administrator, Wendy MacKinnon; Administrative Assistant, Kim Caseley.

Regrets: Deputy Mayor Pickering

Visitors: Allison Jenkin – Journal Pioneer
Julia Cameron – Kensington Area Chamber of Commerce

1. Calling of Meeting to Order

1.1 Mayor Caseley called the meeting to order at 6:30 pm and welcomed Council members, staff and visitors.

2. Adoption of Agenda

2.1 *Moved by Councillor Bernard, seconded by Councillor Gallant to approve the agenda for the February 2020 Committee of Council meeting with the addition of a development permit application from the Kensington Soccer Association. Unanimously carried.*

3. Declaration of Conflict of Interest

3.1 Mayor Caseley discussed that Members of Committee of Council or staff who believe they may have a conflict of interest on any matter that will be discussed at this meeting should declare that potential conflict at this time, withdraw at the time of discussion and vacate the Council Chambers during deliberation and decision.

4. Delegations, Special Speakers and Public Input

4.1 *Nil*

5. Adoption of Previous Meeting Minutes

5.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to approve the Committee of Council meeting minutes from January 27, 2020. Unanimously carried.*

6. Business Arising from Minutes

6.1 Nil

7. Staff Reports

7.1 CAO's Report

7.1.1 *Moved by Councillor Spencer, seconded by Councillor Gallant to receive the February 2020 CAO's Report as prepared by CAO, Geoff Baker. Unanimously carried.*

7.2 Fire Department Statistical Report

7.2.1 *Moved by Councillor Bernard, seconded by Councillor Toombs to recommend to Town Council the adoption of the January 2020 Fire Chief's Report as prepared by Fire Chief Hickey. Unanimously carried.*

7.3 Police Department Statistical Report

7.3.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to recommend to Town Council the adoption of the January 2020 Police Statistical Report as prepared by Chief Sutherland. Unanimously carried.*

7.4 Development Permit Summary Report

7.4.1 *Moved by Councillor Gallant, seconded by Councillor Bernard to receive the February 2020 Development Permit Summary Report as prepared by Administrative Assistant, Kim Caseley. Unanimously carried.*

7.5 Financial Report (Summary Income Statement & Bills List)

7.5.1 *Moved by Councillor Mann, seconded by Councillor Spencer to recommend to Town Council the approval of the General Bills List for January 2020 in the amount of \$312,975.16. Unanimously carried.*

7.5.2 *Moved by Councillor Mann, seconded by Councillor Spencer to recommend to Town Council the approval of the Water & Pollution Control Corporation Bills List for January 2020 in the amount of \$15,969.40. Unanimously carried.*

7.6 Summary Income Statement

7.6.1 *Moved by Councillor Spencer, seconded by Councillor Mann to recommend to Town Council the adoption of the Summary Income Statements for January 2020, as prepared by Deputy Administrator, Wendy MacKinnon. Unanimously carried.*

7.7 Credit Union Centre Report

7.7.1 *Moved by Councillor Toombs, seconded by Councillor Spencer to recommend to Town Council the adoption of the Credit Union Centre Report for January 2020, as prepared by CUC Manager, Robert Wood. Unanimously carried.*

8. New Business

8.1 Credit Union Centre Rental Rates

8.1.1 *Moved by Councillor Spencer, seconded by Councillor Bernard*

That Committee of Council recommend to Town Council the approval of the Credit Union Centre ice rental and ball field rental rates with the additional changes as requested by Committee of Council.

4 for, 1 opposed (Gallant). Motion carried.

8.1.2 Councillor Gallant noted he did not agree with the rental rate increase. He suggested that more programs should be offered at the arena to bring in additional revenue.

8.1.3 Mayor Caseley confirmed that adding programs would require additional staff. Currently the only ice-rentals available are during the work/school day and there are no requests for those times.

8.2 2020-2021 DRAFT Financial Plan

8.2.1 *Moved by Councillor Toombs, seconded by Councillor Bernard*

THAT Committee of Council recommend that Town Council to approval of the 2020-2021 Draft Financial Plan with the required amendments requested by Committee of Council.

Unanimously carried.

8.2.2 Councillor Gallant inquired about the potential benefits of the installation of a heat pump at the Fire Hall.

8.3 Kensington Soccer Association Development Permit Application

8.3.1 *Moved by Councillor Toombs, seconded by Councillor Bernard to recommend to Town Council to approve the development permit application for the Town of Kensington/Kensington Soccer Association to construct a 52'x22' soccer complex located at 1 Saunders Lane. Unanimously carried.*

9. Councillor Issues/Inquiries

- 9.1** Councillor Bernard noted that the Kensington Peewee team heads to Quebec for the Bedford Hockey Exchange over the Feb 29/30th weekend.
- 9.2** Councillor Spencer inquired about the status of the street sweeping for the spring. He expressed his concerns that not all streets were completed last year. Mr. Baker will contact the Department of Transportation; the understanding last year was that streets outside of the main highways are not typically swept.
- 9.3** Councillor Mann inquired if the Town should consider surveillance cameras for the Credit Union Centre due to damage in the back hallway. It was also noted that cameras may be beneficial when dealing with the verbal abuse that the referring officials are exposed to. No action was taken at this time.

10. Correspondence

- 10.1** A Thank You note from the Special Olympics Team PEI.
- 10.2** A letter from Alanna Green, PEI Program Manager with the Red Cross providing requesting to make a presentation to Town Council.
- 10.3** An invitation from BIG Hearts 2020 Organizing Committee to attend their event on April 25, 2020.
- 10.4** An email from Principal Donald Mulligan thanking the Kensington Police Service for their support following a potential threat that was received across Island schools.

11. In-Camera (Closed Session)

- 11.1** *Nil*

12. Adjournment

- 12.1** *Moved by Councillor Toombs, seconded by Councillor Spencer to adjourn the meeting at 8:16 pm. Unanimously carried.*

Geoff Baker,
CAO

Rowan Caseley,
Mayor

Town of Kensington		
CAO's Report for Committee of Council - June 2020		
Item #	Project/Task	Status
1	Exempt Staffing Policy	NO UPDATE The exempt staffing policy is still being reviewed by the Mayor and CAO. It will be provided to Town Council in draft form once completed.
2	Pandemic Planning	Operational Plans have been developed to allow the town hall and FitPlex facilities to open. Staff continue to work on Plans around the operation of the EVK pool and the ball fields. Both Minor baseball and Recreational leagues have provided operational plans in regards to their seasons.
3	Victoria Street West Sidewalk Replacement	The Province's Tender for this project closed on June 3, 2020. The work is scheduled to be completed by September 25, 2020. The route is currently being prepared to begin construction, i.e. trees cut, survey stakes placed.
4	Official Plan and Zoning Bylaw 5 Year Review	NO UPDATE The Official Plan and Development Control Bylaw review is postponed until such time as the municipal restructuring application has been completed to enable new residents an opportunity to participate in the process.
5	Asset Management	I anticipate receiving the formal asset management plan sometime throughout the month of June.
6	Railyards/Boardwalk Renovation and Upgrade Project	The train station roof replacement has been completed. The carpentry component within the train station has been completed. The boardwalk replacement portion has begun, the area around the train station and liquor store has been completed. It is anticipated that the contractor will immediately continue with replacing sections. The lessee of the commercial buildings will also begin replacing his boardwalk, based on the contribution from the town as authorized by Town Council at their June regular meeting of Town Council.
7	Investing in Canada Infrastructure Program (ICIP) - Lagoon Upgrades	Town Council awarded the project at their June regular meeting to Kildare Construction as recommended. We continue to work with appropriate regulatory agencies for an adequate "draw down" plan for the lagoon system. Once the plan is approved we will formally award the project and proceed to construction.
8	2019-2024 Gas Tax Capital Investment Plan	NO UPDATE We have been provided with formal approval of all projects included within the Town's Gas Tax Capital Investment Plan (including the paving of the Seniors Centre Parking area).
9	Emergency Warming/Reception Centre	Work continues on the generator installation project. I understand that internal wiring has been completed and the concrete pad should be poured within the next week.
10	Sidewalk Maintenance	Staff have begun putting together a list of required sidewalk maintenance for 2020. Quotes will be collected and presented to Town Council during their July regular meeting.
11	Fire Department Rescue Vehicle	It is anticipated that the truck will be delivered as per the original schedule and budget.
12	EVK Pool	Staff have begun completing required maintenance of the pool to allow it to open on July 1st. Life guards have been hired. Staff continue to work on an operational plan.
13	Wastewater Treatment Plant Blowers	NO UPDATE Funds have been included in the 2020/21 Capital Budget to replace the existing sensors associated with the Blower Variable Frequency Drive (VFD) as well as for the installation of a second VFD on Blower #2. To date, I have not completed any work on this project however I will prioritize it over the next few weeks to enable us to move forward.

Item #	Project/Task	Status
14	Water and Wastewater Bylaw	NO UPDATE I have begun drafting the required Bylaw to allow the town to operate the water and wastewater system as a department of the town. It will be presented to Town Council for consideration once completed.
15	Welcome to Kensington Signs	The Welcome to Kensington sign located along Garden Drive will be reinstalled on Saturday, June 20, 2020. This should complete the work on all Welcome to Kensington Signs. Some work is still required on the Industrial Park signs which we are pressing the contractor to complete as quickly as possible.
16	Disaster Financial Assistance	NO UPDATE Information for the claim to the Disaster Financial Assistance program is still being collected. Once insurance proceeds have been reconciled and all work has been completed and invoices received a final claim will be submitted. We would expect this to be completed over the next month or so. It is difficult at this point in time to provide a firm timeline on the submittal of the claim.
17	Kensington Area Soccer Club - Clubhouse	NO UPDATE I, and Mayor Caseley, attended a sod turning ceremony on Monday, May 25, 2020 with representatives from the Soccer Club, the Province of PEI and Cavendish Farms. It is expected that construction of the facility will begin shortly.
18	Train Station Basement	NO UPDATE Direction was given to the CAO to proceed with the placement of gravel/stone in the basement of the Train Station. No action has been taken on this to date.
19	Municipal Restructuring	I understand that a public hearing on the town's restructuring application will be scheduled for some time in the Fall of 2020. We are currently deliberating on whether or not the Town's proposed Business Park properties should be removed from the application and submitted as a separate application to speed up the process associated with those properties. Further information will be provided in that regard as these discussions with the Province of PEI and IRAC progress.
20	Police Study/Service Model Review	Stakeholder interviews are currently being held individually with staff and Town Councillors. A public consultation survey was released the week of June 15th through social media. A hard copy of the consultation survey will go out to all Kensington resident/business owner mailboxes on Monday, June 22nd. I continue to compile information and provide to the consultant as required.
21	Police Interceptor Replacement (Charger)	The police interceptor has been purchased as directed by Town Council and has been placed in service.
22	Investing in Canada Infrastructure Program (ICIP) - Wellfield Upgrades	A project kick off meeting was held on site on Tuesday, June 16th. It is anticipated that construction will begin within a two week period.
23	C&B Café Liquor License Letter of Support	The letter of support has been provided as authorized by Town Council.
24	Bylaw Infraction Issues	As Councillors have been informed, there appears to be a significant amount of construction proceeding in the Town this year without the proper approvals in place to do so. I, in consultation with the Police department, am dealing with the issues as much as we can. A Facebook post was issued by staff advising the public of the requirements for development permits which saw a moderate degree of success. We will follow this up with formal correspondence to affected property owners.
25	2020 Line Painting Program	The 2020 line painting program has been completed.
26	Town Hall/Rail Yards Paver Stone Replacement	Staff have requested an additional quote to complete the paver stone replacement project. Once the quote is received, we will proceed accordingly.
27	Gazebo Upgrades	Staff have evaluated required maintenance on the Rail Yards Gazebo. We will proceed with completing minor maintenance; painting, carpentry repairs, etc. prior to Canada Day. Recommendations regarding larger scale maintenance, i.e.. Roofing, flooring, etc. at a later date.

Item #	Project/Task	Status
28	Town Hall Sidewalk/Walkway Replacement	The contract to replace the walkway and a portion of the sidewalk in the vicinity of the Town Hall has been awarded as authorized by Town Council. We are awaiting a detailed schedule from the contractor to complete the required work.
29	PEI ATV Federation Agreement - Use of Waugh and Caseley Properties	I have signed the agreement with the PEIATVF. I understand they have been using the property as authorized.
30	Railyards Lamp Post Banner Project	I have drafted and signed a funding agreement with the Chamber of Commerce to provide for the Town's contribution to the Banner project. A copy of the Agreement is circulated with this report.
31	Donations to Lennon house and KISH Safe Prom	The donations to the Lennon house and the KISH Safe Prom have been made as authorized by Town Council.
32	Railyards Fence Repair	Staff have completed the required repairs to the fence line along Commercial Street in the Rail Yards area.
33	Sanitation Officers	Two students have been hired as sanitation officers for the Town. These positions are fully funded by the Federal Government. You may have noticed them around town sanitizing washrooms, outdoor furnishings such as benches and picnic tables, etc., the Town Hall, Fitplex and other Town facilities.
34	Outdoor furnishings (Picnic Tables)	All summer furnishings; benches and picnic tables, have been placed throughout the town. Building Blocks Construction completed maintenance on the picnic tables, i.e.. Refinished tops, etc.
35	Server Upgrade and Financial Software Upgrades	The server in the town office and the Cogsdale financial software have been upgraded and upgraded as required and as authorized by Town Council. This was a time consuming process and I thank Deputy Administrator, Wendy Mackinnon for leading us through this process.
36	Railyards Fence Replacement	The town's portion of the fence replacement project has been awarded to M&N Renovations Ltd. They anticipate starting the replacement on July 13th. The border fence between Kent and the Railyards is scheduled to be replaced around August 1st.

AGREEMENT REGARDING THE PROVISION OF FUNDING FOR THE DESIGN AND INSTALLATION OF RAILYARDS LAMP POST BANNERS

THIS AGREEMENT made this _____ day of _____ 20_____.

BETWEEN:

The Town of Kensington

(Hereinafter called the “Town”)

AND:

The Kensington and Area Chamber of Commerce

(Hereinafter called the “Chamber”)

WHEREAS the Kensington and Area Chamber of Commerce, as represented by the Heart of PEI Initiative Working Committee, has requested funding assistance from the Town of Kensington to facilitate the design and installation of “Banner Flags” on nine (9) lamp posts in the Railyards Area;

AND WHEREAS the Town Council of the Town of Kensington has approved the request for funding assistance in the amount of \$4,138.27, representing 60% of the estimated total project budget;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants of the parties hereto, the parties hereto, agree as follows:

1. The primary objective of the project is to promote and welcome visitors and residents, showcasing images and what the Heart of PEI region has to offer; authentic experiences, events, and people. In conjunction with additional signage and beautification initiatives, this project will reinforce branding efforts throughout the region. The project intends to encourage additional visitor overnight stays, generate increased interest and engagement in exploring Kensington and Area.
2. The Town will provide \$4,138.27 in funding to the Chamber, through the Heart of PEI Initiative Working Committee, to fund 60% of the “Railyards Lamp Post Banner Installation Project”.
3. The railyard lamp posts, forming part of this project, are and shall remain the property of the Town.
4. All banner designs shall be presented to Town Council, through their Chief Administrative Officer, for final approval, prior to being installed.
5. Each banner will be double-sided and will be displayed with the word “Welcome” on the left side and a full banner image on the right side.
6. Banner images shall display and show case the unique characteristics of Kensington and the Kensington Area.
7. Once the project is completed, the banners will become the property of the Town and the Town will be responsible for all operations and maintenance of the banners, including their replacement, in the instance they are damaged, stolen or otherwise not deemed fit to be displayed.

8. The banners will not be utilized to promote specific businesses.
9. This Agreement shall be construed in accordance with and governed by the Laws of the Province of Prince Edward Island and the parties hereto irrevocably attorn to the jurisdiction of the courts of Prince Edward Island.

In witness whereof the parties hereto have caused this Agreement to be duly executed as of the day and year first above written.

Witness:

Kensington and Area Chamber of Commerce
per:

Witness:

Town of Kensington
per:

MAY 2020

The Kensington Fire Department responded to 8 calls during the month of May and the average attendance for the fire calls was 15 . Following is the breakdown of calls:

Date	Call Details	Location	# Firefighters	# Trucks
May 1	MVC	Blue Shank Rd.	18	1
May 2	Brush Fire	Darnley	13	1 - stand down en route
May 3	Single Vehicle Rollover	Lower Freetown	14	2
May 4	Single Vehicle Rollover	Nodd Rd., Emerald	15	1
May 6	Vehicle Fire & caught onto the house	Stavert Shore Rd.	19	4
May 7	Smell/Sight of Smoke	Town Hall	14	1
May 11	Grass Fire	Springfield	13	3
May 16	MVC	Schurman's Pt. Rd.	11	2

All training and meetings cancelled until further notice due to COVID-19.

Rodney Hickey
Chief

[illegible]

[illegible]

[illegible]

Police Report May 2020

KPS received 3 false alarms during the month.

May 2 @ 0346hrs – Kensington Metal, member did not attend.

May 5 @ 2318hrs – Credit Union, member attended.

May 11 @ 2350hrs – Greco, member attended.

Please note on the police report the number of assistance calls includes 19 calls that are COVID 19 related.

Year To Date Approved Development Permits Summary Report
2020

Development Permit Category	January	February	March	April	May	June	July	August	September	October	November	December		Total	
Addition Industrial						1								1	
Addition Residential Deck/Fence/Pools						1								1	
New Institutional		1												1	
New Multi-unit Family Dwelling				1										1	
New Residential Accessory Structure		1	1		2	2								6	
New Residential Deck/Fence/Pools						1								1	
New Single Family Dwelling		1			2									3	
Other Commercial	1	1												2	
Renovation Commercial						1								1	
Total:						1								17	

Total Estimated Construction Value
\$70,000.00
\$3,500.00
\$220,000.00
\$1,947,000.00
\$33,000.00
\$3,500.00
\$767,500.00
\$10,700.00
\$2,000.00
\$3,057,200.00

DEVELOPMENT PERMITS REPORT

For the period June 06, 2020 to June 17, 2020

Permit Number	Date Permit Issued	PID	Applicant's Name & Address	Telephone Number	Permit Status	Work Type	Type of Construction	Value	Estimated Start	Estimated Finish
			Property Address							

Commercial

14-20	06/08/2020	77883	Karen Spiteri - 78 Seaside Dr, Malpque		Approved	Renovation	Commercial		\$2,000.00	06/05/2020	07/01/2020
			55 Broadway Street Kensington				Description:	Installation of new emergency exit door and convert space to Cafe			

Sub Total: \$2,000.00

Industrial

13-20	06/08/2020	901694	PEI Crematorium - 12 Gerald McCarville Dr.		Approved	Addition	Industrial		\$70,000.00	09/01/2020	10/14/2020
			12 Gerald McCarville Dr.				Description:	Construct a 30x24 addition to existing building			

Sub Total: \$70,000.00

Residential Accessory Structure

16-20	06/16/2020	76661	Doug Profitt - 65 Victoria Street W		Approved	New	Residential Accessory Structure		\$1,000.00	06/17/2020	07/31/2020
			65 Victoria Street W				Description:	Construct 8x8 mini barn			

17-20	06/16/2020	76950	Amanda Pride - 43 Victoria Street E		Approved	New	Residential Accessory Structure		\$4,000.00	06/17/2020	07/31/2020
			43 Victoria Street E				Description:	Placement of new 10x10 mini barn			

Sub Total: \$5,000.00

Residential Deck/Fence/Pool

15-20	06/16/2020	79616	Heather Paynter - 3 MacLean Ave		Approved	Addition	Residential Deck/Fence/Pool		\$3,500.00	06/16/2020	07/14/2020
			3 MacLean Ave				Description:	Replace and extend existing fence and deck.			

Sub Total: \$3,500.00

Total: \$80,500.00



Mailing Address:
55 Victoria Street E
PO Box 418
Kensington, PE
C0B 1M0
Tel: 902-836-3781
Fax: 902-836-3741
Email: townmanager@townofkensington.com
Website: www.kensington.ca

For Office Use Only	
Permit #:	
Date Received:	June 15/20
Date Approved:	
PEI Planning:	
Permit Fee: \$	100.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 65 Victoria St - W Property Tax Number (PID): 76661-000
Lot No.: _____ Subdivision Name _____ Current Zoning: Residential R1
Are there any existing structures on the property?: ☐ No ☒ Yes, please describe:
One House and garage on property
Land Purchased from Layton Profit Year Purchased 1980

Location of Development		Property Size	
<input type="checkbox"/> North	<input type="checkbox"/> East	Road Frontage _____	Acreage <u>0.230</u>
<input type="checkbox"/> South	<input type="checkbox"/> West	Property Depth _____	Area sq. ft. _____

2. Contact Information

APPLICANT Name: Doug L. Profit Address: P.O. Box 676
Phone: 836-3692 Cell: 439 1156 Kensington PEI
Email: timeforeme@hotmail.com Postal Code: C0B 1M0
Same as Above: ☒
OWNER Name: _____ Address: _____
Phone: _____ Cell: _____
Email: _____ Postal Code: _____
CONTRACTOR, ARCHITECT OR ENGINEER Name: Same as Above Address: _____
Phone: _____ Cell: _____
Email: _____ Postal Code: _____

3. Infrastructure Components

Water Supply ☐ Municipal ☐ Private Sewage System ☐ Municipal ☐ Private

Entrance Way Permit (Department of Transportation and Infrastructure Renewal) ☐ Attached

4. Development Description

☒ New Building ☐ Renovate Existing ☐ Addition ☐ Demolition ☐ Other _____

<input type="checkbox"/> Single Family (R1)	<input type="checkbox"/> Commercial (C1)	<input type="checkbox"/> Public Serv./Institution (PSI)	<input checked="" type="checkbox"/> Other
<input type="checkbox"/> Semi-Detached (R2)	<input type="checkbox"/> Industrial (M1)	<input type="checkbox"/> Accessory Building	<u>Mini Barn</u>
<input type="checkbox"/> Multi-Unit Res. (R3)	<input type="checkbox"/> Mini Home (RM1)	<input type="checkbox"/> Decks/Fence/Pools	

Type of Foundation	External Wall Finish	Roof Material	Chimney
<input type="checkbox"/> Poured Concrete	<input type="checkbox"/> Vinyl Siding	<input checked="" type="checkbox"/> Asphalt	<input type="checkbox"/> Brick
<input type="checkbox"/> Slab	<input type="checkbox"/> Wood Shingles	<input type="checkbox"/> Steel	<input type="checkbox"/> Prefab
<input type="checkbox"/> Pier	<input type="checkbox"/> Steel	<input type="checkbox"/> Other	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> Other <u>Blocks</u>	<input checked="" type="checkbox"/> Other <u>Roadwall</u>		<u>N/A</u>

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
			Width _____ Length _____

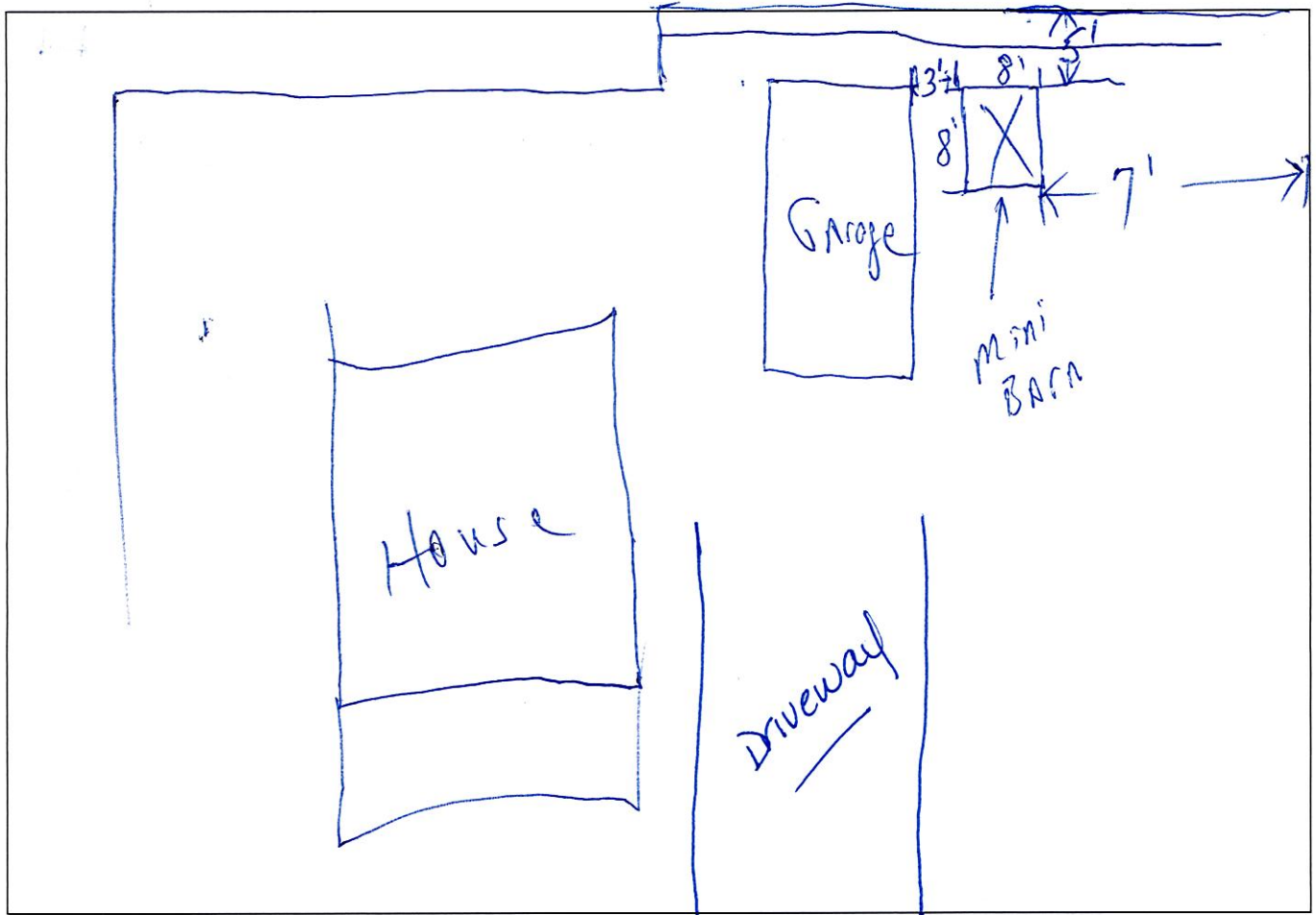
Detailed Project Description: 8' x 8' Gambrel roof mini Barn

Estimated Value of Construction (not including land cost): 1000.00

Projected Start Date: Now - June 2020 Projected Date of Completion: July 2020

Please provide a diagram of proposed construction:

- a) Draw boundaries of your lot.
- b) Show existing and proposed buildings.
- c) Indicate the distance between buildings.
- d) Show location of driveway.
- e) Indicate distance to property lines.



I DO SOLEMNLY DECLARE & CERTIFY:

1. That I am the Authorized Agent of the Owner/the Owner named in the Application for a permit hereto attached.
2. That the information contained herein, the attached plans, and other included documents are true and complete and the development will be constructed or carried out in accordance with the plans and specifications as submitted.
3. Providing that the Town of Kensington and/or its agents or employees are acting in good faith in the administration of the Town Bylaws, I waive all rights of actions against Town of Kensington and/or its agents or employees in respect of any damages which may be caused through the operation of any provision(s) of its Bylaw or the revoking of a permit for any cause or irregularity or nonconformity with the Bylaw or regulations adopted by the Town of Kensington.
4. I assume responsibility for damage to any Town property including: sidewalks, curbs, streets or other infrastructure and I irrevocably agree to bear the cost of remediation repair or replacement of any Town damaged by myself or by any contractors, agents or employees working on the property which is the subject of this application to the complete satisfaction of the Town of Kensington.
5. Where services are available, properties must be serviced by municipal water and sewer in accordance with the Town of Kensington Water and Pollution Control Corporations minimum standards. I am responsible for costs associated with the connection as outlined in the IRAC (Island Regulatory and Appeals Commission) Regulations. Any connection to water or sewer must be inspected by the Town of Kensington Public Works Department and 24 hrs notice must be given and inspections must be made between the hours of 8 am and 5 pm, Monday to Friday.
6. That I know of no reason why the permit should not be granted in pursuance of the Application, and I make this declaration conscientiously believing it to be true.
7. I agree to comply with all laws of Canada, Province of Prince Edward Island, and Bylaws of the Town of Kensington pertaining to the construction/and use of the development applied for herein.
8. I understand that all Development Permits are valid for 12 months and subject to a 21-day appeal period following approval as stated under the PEI Planning Act.

Further, I realize that the payment of monies for this application does not constitute approval of a permit nor approval to commence any part of the work applied for.

Signature of Applicant

[Handwritten Signature]

Date:

June 15th / 2020



Mailing Address:
55 Victoria Street E
PO Box 418
Kensington, PE
C0B 1M0
Tel: 902-836-3781
Fax: 902-836-3741
Email: townmanager@townofkensington.com
Website: www.kensington.ca

For Office Use Only	
Permit #:	
Date Received:	June 15 / 20
Date Approved:	
PEI Planning:	
Permit Fee: \$	100.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 43 Victoria St E Property Tax Number (PID): 76950
Lot No.: _____ Subdivision Name _____ Current Zoning: R1
Are there any existing structures on the property?: ☒ No ☐ Yes, please describe:

Land Purchased from _____ Year Purchased 2008

Location of Development	Property Size	
<input type="checkbox"/> North <input type="checkbox"/> East	Road Frontage _____	Acreage _____
<input type="checkbox"/> South <input type="checkbox"/> West	Property Depth _____	Area sq. ft. _____

2. Contact Information

APPLICANT Name: Amanda Pride Address: 43 Victoria St E
Phone: 902-394-7663 Cell: _____
Email: thepriders@gmail.com Postal Code: C0B 1M0

Same as Above: ☒
Name: _____ Address: _____
OWNER Phone: _____ Cell: _____
Email: _____ Postal Code: _____

CONTRACTOR, ARCHITECT OR ENGINEER Name: Pre Fab. Address: _____
Phone: _____ Cell: _____
Email: _____ Postal Code: _____

3. Infrastructure Components

Water Supply ☐ Municipal ☐ Private Sewage System ☐ Municipal ☐ Private

Entrance Way Permit (Department of Transportation and Infrastructure Renewal) ☐ Attached

4. Development Description

☐ New Building ☐ Renovate Existing ☐ Addition ☐ Demolition ☐ Other _____

<input type="checkbox"/> Single Family (R1)	<input type="checkbox"/> Commercial (C1)	<input type="checkbox"/> Public Serv./Institution (PSI)	<input type="checkbox"/> Other
<input type="checkbox"/> Semi-Detached (R2)	<input type="checkbox"/> Industrial (M1)	<input checked="" type="checkbox"/> Accessory Building	
<input type="checkbox"/> Multi-Unit Res. (R3)	<input type="checkbox"/> Mini Home (RM1)	<input type="checkbox"/> Decks/Fence/Pools	

Type of Foundation	External Wall Finish	Roof Material	Chimney
<input type="checkbox"/> Poured Concrete	<input type="checkbox"/> Vinyl Siding	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Brick
<input type="checkbox"/> Slab	<input checked="" type="checkbox"/> Wood Shingles	<input checked="" type="checkbox"/> Steel	<input type="checkbox"/> Prefab
<input type="checkbox"/> Pier	<input type="checkbox"/> Steel	<input type="checkbox"/> Other	<input checked="" type="checkbox"/> Other
<input checked="" type="checkbox"/> Other	<input type="checkbox"/> Other		

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
<u>1</u>	<u>0</u>	<u>0</u>	Width <u>10</u> Length <u>10</u>

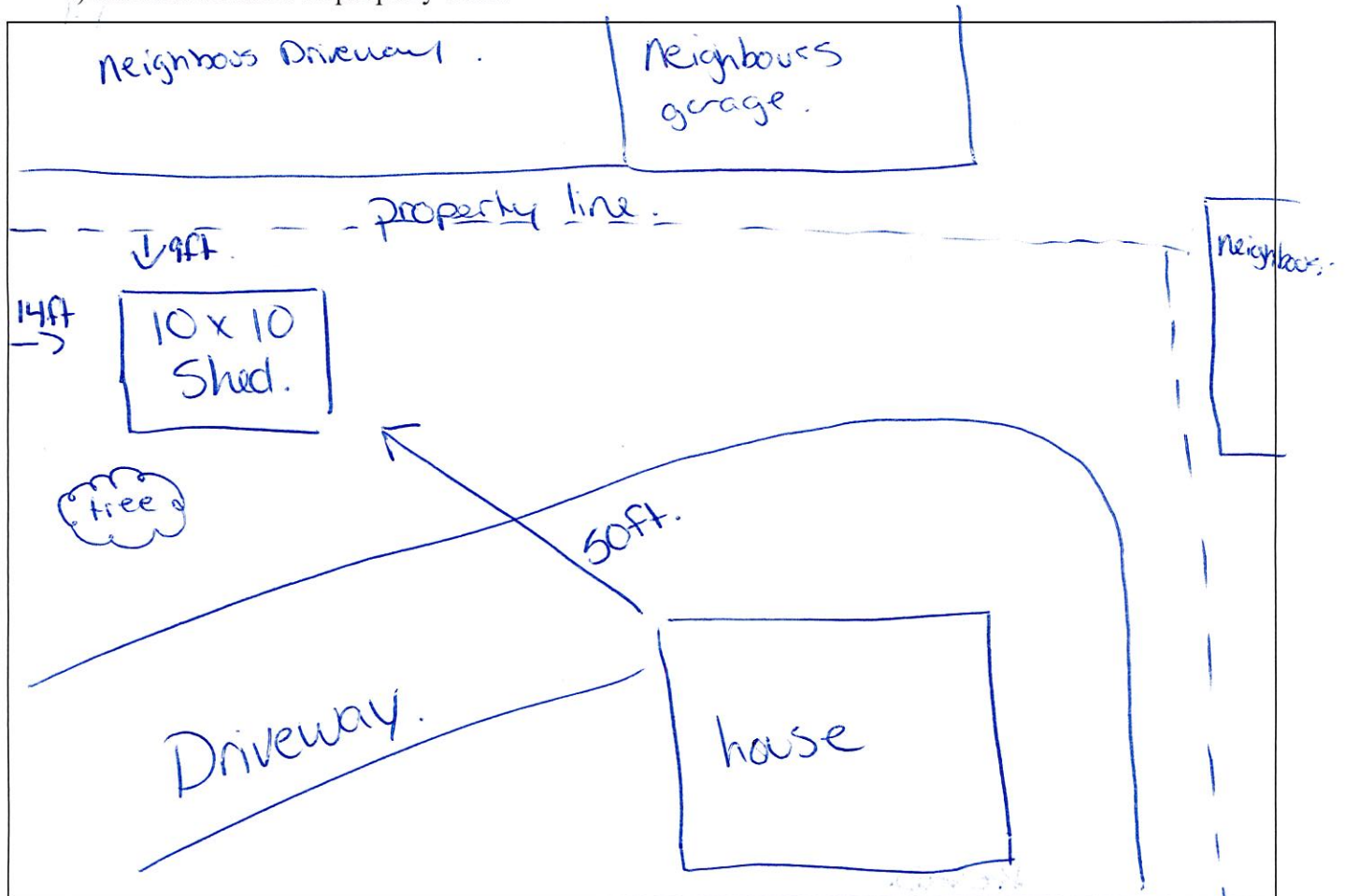
Detailed Project Description: 10x10 shed on stones

Estimated Value of Construction (not including land cost): \$4000

Projected Start Date: June 16 2020 Projected Date of Completion: n/a

Please provide a diagram of proposed construction:

- a) Draw boundaries of your lot.
- b) Show existing and proposed buildings.
- c) Indicate the distance between buildings.
- d) Show location of driveway.
- e) Indicate distance to property lines.



I DO SOLEMNLY DECLARE & CERTIFY:

1. That I am the Authorized Agent of the Owner/the Owner named in the Application for a permit hereto attached.
2. That the information contained herein, the attached plans, and other included documents are true and complete and the development will be constructed or carried out in accordance with the plans and specifications as submitted.
3. Providing that the Town of Kensington and/or its agents or employees are acting in good faith in the administration of the Town Bylaws, I waive all rights of actions against Town of Kensington and/or its agents or employees in respect of any damages which may be caused through the operation of any provision(s) of its Bylaw or the revoking of a permit for any cause or irregularity or nonconformity with the Bylaw or regulations adopted by the Town of Kensington.
4. I assume responsibility for damage to any Town property including: sidewalks, curbs, streets or other infrastructure and I irrevocably agree to bear the cost of remediation repair or replacement of any Town damaged by myself or by any contractors, agents or employees working on the property which is the subject of this application to the complete satisfaction of the Town of Kensington.
5. Where services are available, properties must be serviced by municipal water and sewer in accordance with the Town of Kensington Water and Pollution Control Corporations minimum standards. I am responsible for costs associated with the connection as outlined in the IRAC (Island Regulatory and Appeals Commission) Regulations. Any connection to water or sewer must be inspected by the Town of Kensington Public Works Department and 24 hrs notice must be given and inspections must be made between the hours of 8 am and 5 pm, Monday to Friday.
6. That I know of no reason why the permit should not be granted in pursuance of the Application, and I make this declaration conscientiously believing it to be true.
7. I agree to comply with all laws of Canada, Province of Prince Edward Island, and Bylaws of the Town of Kensington pertaining to the construction/and use of the development applied for herein.
8. I understand that all Development Permits are valid for 12 months and subject to a 21-day appeal period following approval as stated under the PEI Planning Act.

Further, I realize that the payment of monies for this application does not constitute approval of a permit nor approval to commence any part of the work applied for.

Signature of Applicant Amanda Livi Date: June 15 2020



Mailing Address:
55 Victoria Street E
PO Box 418
Kensington, PE
COB 1M0

Tel: 902-836-3781
Fax: 902-836-3741
Email: townmanager@townofkensington.com
Website: www.kensington.ca

For Office Use Only	
Permit #:	
Date Received:	June 12/20
Date Approved:	
PEI Planning:	
Permit Fee: \$	50.00 <input checked="" type="checkbox"/> Paid

DEVELOPMENT PERMIT APPLICATION

1. Property Information

Project Address: 3 MacLean Avenue Property Tax Number (PID): 79616
Lot No.: _____ Subdivision Name _____ Current Zoning: R1

Are there any existing structures on the property?: ☐ No ☒ Yes, please describe:

House, 2 accessory buildings

Land Purchased from _____ Year Purchased 2006

Location of Development	Property Size	
<input type="checkbox"/> North <input type="checkbox"/> East	Road Frontage _____	Acreage _____
<input type="checkbox"/> South <input type="checkbox"/> West	Property Depth _____	Area sq. ft. _____

2. Contact Information

APPLICANT Name: Heather Paynter Address: 3 MacLean Avenue
Phone: (902) 836-3831 Cell: (902) 439-5135
Email: Shining-star-heather@hotmail.com Postal Code: COB 1M0

Same as Above: ☒

OWNER Name: _____ Address: _____
Phone: _____ Cell: _____
Email: _____ Postal Code: _____

CONTRACTOR, ARCHITECT OR ENGINEER Name: Self Address: _____
Phone: _____ Cell: _____
Email: _____ Postal Code: _____

3. Infrastructure Components

Water Supply ☒ Municipal ☐ Private

Sewage System ☒ Municipal ☐ Private

Entrance Way Permit (Department of Transportation and Infrastructure Renewal) ☐ Attached

4. Development Description

☐ New Building ☐ Renovate Existing ☐ Addition ☐ Demolition ☒ Other Fence & Deck

<input type="checkbox"/> Single Family (R1)	<input type="checkbox"/> Commercial (C1)	<input type="checkbox"/> Public Serv./Institution (PSI)	<input type="checkbox"/> Other
<input type="checkbox"/> Semi-Detached (R2)	<input type="checkbox"/> Industrial (M1)	<input type="checkbox"/> Accessory Building	
<input type="checkbox"/> Multi-Unit Res. (R3)	<input type="checkbox"/> Mini Home (RM1)	<input checked="" type="checkbox"/> Decks/Fence/Pools	

Type of Foundation	External Wall Finish	Roof Material	Chimney
<input type="checkbox"/> Poured Concrete	<input type="checkbox"/> Vinyl Siding	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Brick
<input type="checkbox"/> Slab	<input type="checkbox"/> Wood Shingles	<input type="checkbox"/> Steel	<input type="checkbox"/> Prefab
<input type="checkbox"/> Pier	<input type="checkbox"/> Steel	<input type="checkbox"/> Other	<input type="checkbox"/> Other
<input type="checkbox"/> Other	<input type="checkbox"/> Other		

Number of Stories	Number of Bedrooms	Number of Bathrooms	Ground Floor (ft)
			Width _____ Length _____

Detailed Project Description: to replace and extend fence
- 8 feet high -
Adding a 17x15 deck to the back of the house

Estimated Value of Construction (not including land cost): ~~\$1500~~

Projected Start Date: June 12, 2020 Projected Date of Completion: June 14, 2020

Please provide a diagram of proposed construction:

- a) Draw boundaries of your lot.
- b) Show existing and proposed buildings.
- c) Indicate the distance between buildings.
- d) Show location of driveway.
- e) Indicate distance to property lines.

See attached

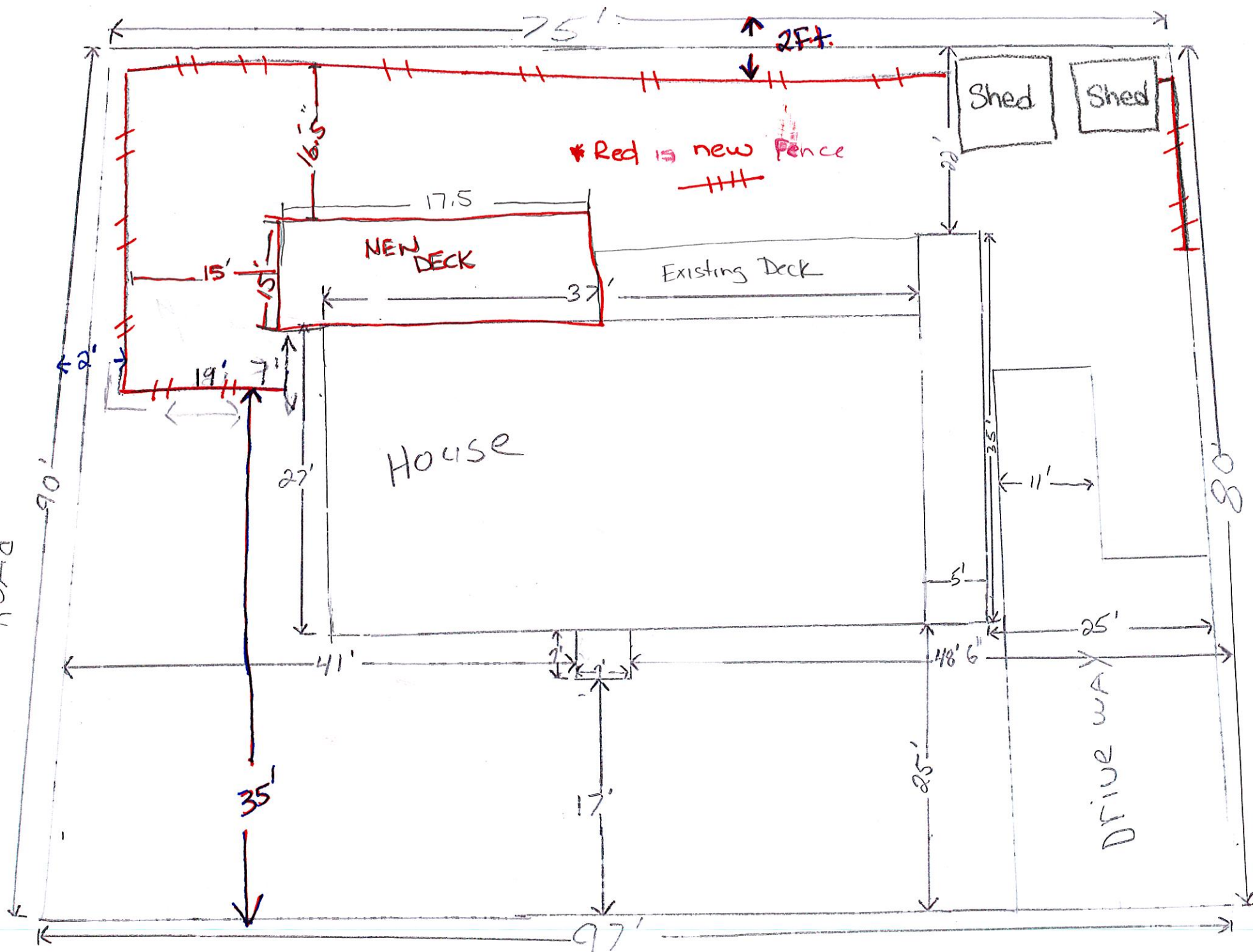
I DO SOLEMNLY DECLARE & CERTIFY:

1. That I am the Authorized Agent of the Owner/the Owner named in the Application for a permit hereto attached.
2. That the information contained herein, the attached plans, and other included documents are true and complete and the development will be constructed or carried out in accordance with the plans and specifications as submitted.
3. Providing that the Town of Kensington and/or its agents or employees are acting in good faith in the administration of the Town Bylaws, I waive all rights of actions against Town of Kensington and/or its agents or employees in respect of any damages which may be caused through the operation of any provision(s) of its Bylaw or the revoking of a permit for any cause or irregularity or nonconformity with the Bylaw or regulations adopted by the Town of Kensington.
4. I assume responsibility for damage to any Town property including: sidewalks, curbs, streets or other infrastructure and I irrevocably agree to bear the cost of remediation repair or replacement of any Town damaged by myself or by any contractors, agents or employees working on the property which is the subject of this application to the complete satisfaction of the Town of Kensington.
5. Where services are available, properties must be serviced by municipal water and sewer in accordance with the Town of Kensington Water and Pollution Control Corporations minimum standards. I am responsible for costs associated with the connection as outlined in the IRAC (Island Regulatory and Appeals Commission) Regulations. Any connection to water or sewer must be inspected by the Town of Kensington Public Works Department and 24 hrs notice must be given and inspections must be made between the hours of 8 am and 5 pm, Monday to Friday.
6. That I know of no reason why the permit should not be granted in pursuance of the Application, and I make this declaration conscientiously believing it to be true.
7. I agree to comply with all laws of Canada, Province of Prince Edward Island, and Bylaws of the Town of Kensington pertaining to the construction/and use of the development applied for herein.
8. I understand that all Development Permits are valid for 12 months and subject to a 21-day appeal period following approval as stated under the PEI Planning Act.

Further, I realize that the payment of monies for this application does not constitute approval of a permit nor approval to commence any part of the work applied for.

Signature of Applicant Heath Paynt Date: June 12, 2020

Road



Road

Town of Kensington Bills List May 2020

A1 - Vacuums	381545	\$330.92
A1 - Vacuums	381766	\$384.32
A1 - Vacuums	382179	\$486.84
Adam MacDonald	MAY 10, 20 Mileage	\$45.55
ADL Foods	2420340	\$416.65
ADL Foods	2421370	\$514.79
Aliant	7677482	\$232.48
Aliant	7680024	\$30.48
Andrew Griffin	MAY 2020 RRSP	\$501.28
Bay Winds Consulting	MAY 12, 2020 Sanitizer	\$441.60
Bay Winds Consulting	20-303 Sanitizer	\$441.60
Canadian Tire	MAY 16, 2020 Vacuum for Fitplex	\$172.43
Combat Computer Inc	53428 Copies	\$5.43
Combat Computer Inc	63845 Rewire & Set Up Pol Tech #2 Station	\$1,311.74
Combat Computer Inc	63427 Copies	\$8.00
Combat Computer Inc	63945 Old Service Service	\$215.63
Combat Computer Inc	63423 Copies	\$28.75
Combat Computer Inc	63846 Old Server Service	\$194.06
Controls & Equipment	51358 Town Hall	\$288.65
Canadian Union of Public Employees	MAY 2020 UNION DUES	\$351.63
Donnie DesRoches	MAY 13, 2020 Mileage	\$78.96
Donnie DesRoches	DRESROCHE MAY Mileage	\$52.64
Eastlink	12231162	\$23.00
Eastlink	12230899	\$97.69
Eastlink	12230387	\$749.54
Eastlink	12306434	\$149.58
Eastlink	12064208	\$104.59
Eastlink	12362412	\$107.20
Frontline Outfitters	47744 Police Uniforms	\$584.67
Geoff Baker	MAY 2020 MILEAGE	\$336.52
H&S Auto Service Inc.	1010A POL	\$74.75
Irving Oil	33419794	\$106.60

Irving Oil	33433275	\$394.25
Irving Oil	922888	\$13.82
Irving Oil	233722	\$191.78
Irving Oil	846780	\$164.12
Irving Oil	624506	\$169.37
Irving Oil	940088	\$115.31
Irving Oil	537801	\$41.23
Irving Oil	33439504	\$138.89
Irving Oil	34205	\$315.45
Irving Oil	633239	\$300.93
Island Petroleum	205221999588	\$272.74
Island Petroleum	9587	\$96.00
Kensington Country Store	154682 Parks & Rec	\$59.79
Kensington Physiotherapy Inc	MAY 13, 2020 Painting Office	\$2,134.53
Kent Building Supplies	1244051	\$375.12
Kent Building Supplies	1243819	\$337.28
Kent Building Supplies	1250023	\$11.91
Kent Building Supplies	1247293	\$23.00
Kent Building Supplies	1251451	\$23.08
Kent Building Supplies	1246594	\$233.45
Kent Building Supplies	1250936	\$152.82
Kent Building Supplies	1249865	\$153.28
Kent Building Supplies	1250233	\$4.81
Kent Building Supplies	1250023	\$5.95
Key Murray Law	247498 Right of Way Andy MacLean Subdivision	\$388.41
K'Town Auto Parts	27559	\$7.99
K'Town Auto Parts	27015 Police	\$131.66
K'Town Auto Parts	27880/5	\$36.39
Lewis Sutherland	MAY 2020 MILEAGE	\$230.30
Lewis Sutherland	MAY 2020 RRSP	\$655.52
Maritime Electric	SIGN MAY	\$60.00
Maritime Electric	PWSHOP MAY	\$104.87
Maritime Electric	FARM MARK MAY	\$379.80
Maritime Electric	CNSTN MAY	\$611.25

Maritime Electric	RADARLTS MAY	\$105.13
Maritime Electric	CUCRINK MAY	\$1,562.60
Maritime Electric	CUC SIGN MAY	\$107.92
Maritime Electric	KIND MAY	\$132.09
Maritime Electric	TOWNHALL MAY	\$1,060.21
Maritime Electric	LIBR MAY	\$132.30
Maritime Electric	CUCBALLFIELD MAY	\$28.26
Maritime Electric	SHR-EVK MAY	\$57.11
Maritime Electric	FIREHALL MAY	\$317.01
Maritime Electric	STLIGHT MAY	\$2,866.97
Maritime Electric	CAR CHG MAY	\$29.68
Malpeque Bay Credit Union	MAY 2020 RRSP	\$1,381.48
MDC	4016091 Poactiveshooter	\$866.87
Medacom Atlantic Inc	11768	\$251.16
MJS Marketing & Promotions	2696042 Focus on Local	\$51.75
MJS Marketing & Promotions	2696054 Nomination Ad	\$500.25
MJS Marketing & Promotions	2696012 Fishing Edition	\$316.25
MJS Marketing & Promotions	2694015 Focus on Local	\$51.75
Orkin Canada	C-1373143	\$44.28
Orkin Canada	C-1374025	\$28.75
Orkin Canada	C-1372988	\$73.03
Prince County Hospital Foundation	PCH MAY Annual Donation	\$3,000.00
Perry Glass Inc.	12837 Town Hall Window	\$391.00
Pitney Bowes	MAY 2020 POSTAGE	\$2,343.21
Princess Auto	1110896 PW	\$133.36
Recreation PEI Inc	1975 CUC Annual Fee	\$115.00
Robert Wood	May 2020 Mileage	\$112.80
Rogers Plumbing & Heating	13645 Medical Centre Toilet Replacement	\$283.53
Rowan Caseley	May 2020 Mileage	\$75.20
Saltwire Network	MAY 2020 Police Annual Subscription	\$372.27
Saltwire Network	MAY 2020 Town Hall Annual Subscription	\$372.27
Saltwire Network	29849 Nurses Week Ad	\$754.40
Mikes Independent	20200521	\$11.80
Mikes Independent	01 7084	\$51.21

Scotia Securities	MAY 2020 RRSP	\$425.50
Scotiabank Visa	02691-4112414 CANVA Annual Renewal	\$119.40
Scotiabank Visa	2165465 MAY 21, 2020 Pol - Vehicle Registration	\$23.00
Scotiabank Visa	MAY 4, 2020 DISCOUNT Pol - Vehicle Rental	\$458.74
Scotiabank Visa	MAY 6, 2020 ZOOM	\$20.00
Sherry's Heating Service	2712 Town Hall Zone Valve	\$224.25
Shooter Made Equipment	1053 Police- Holster	\$234.00
Sign Station Inc	61894 Town Hall Covid Signage	\$184.46
Source for Sports	7958 EVK Pool	\$115.00
Spring Valley Building Centre Ltd	836243 CUC	\$151.78
Standard Auto Glass	8821-462501 Island Stone Pub	\$101.20
Staples	550468-1332	\$562.52
Superior Sanitation	710000	\$207.00
Superior Sanitation	709999	\$230.00
Superior Sanitation	709998	\$184.00
Superior Sanitation	709997	\$80.50
T & K Fire Safety Equipment Ltd	Fire Hall Fire Alarm Inspection/Battery Replacement	\$678.85
T & K Fire Safety Equipment Ltd	Fire Hall Fire Alarm Monitoring June 2019 - May 2020	\$276.00
T & K Fire Safety Equipment Ltd	Supplied and Installed New Security System	\$630.20
T & K Fire Safety Equipment Ltd	Town Hall Fire Alarm Inspection/Battery Replacement	\$586.27
T & K Fire Safety Equipment Ltd	Town Hall Fire Alarm Monitoring June 2020-May 2021	\$276.00
T & K Fire Safety Equipment Ltd	Fire Hall Fire Alarm Monitoring June 2020 - May 2021	\$276.00
Telus	MAY 2020	\$893.44
Toshiba Finance	1384197 Photocopier	\$638.91
Vail's Fabric Services Ltd	352565	\$215.46
Vail's Fabric Services Ltd.	354031	\$215.46
Vistaprint	MAY 5, 2020 CUC Window Decals	\$190.28
Vistaprint	MAY 19, 2020 CUC Covid Signage	\$525.18
Water & Pollution Control Corporation	CUC MAY 2020	\$475.91
Water & Pollution Control Corporation	MAY 2020	\$193.12
WSP Canada Inc	925634 Murray Christian Centre	\$241.36
Yellow Pages Group	864697	\$23.17
Yellow Pages Group	809007	\$17.65
Subtotal		<u>\$44,859.18</u>

Payroll		\$65,873.07
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Capital Purchases

Anderson Automotive	Pol - Veh Lights	\$350.84
Anderson Automotive	Pol - Veh Lights	\$379.59
Combat Computer Inc	64102 Server & SQL	\$29,228.68
Cogsdale	Financial Software Upgrade	\$6,391.14
Curran & Briggs Ltd	Sewer Service Broadway St	\$8,170.75
Firstonsite Restoration Ltd	Train Station	\$7,642.07
Firstonsite Restoration Ltd	Train Station HST	\$7,021.31
Malpeque Fine Iron Products Inc	Garbage Container	\$1,150.00
M&N Renovations	Train Station/Kent Fence	\$3,847.90
Martin's River Auto Limited	Police Car	\$21,505.00
WSP Canada Inc	ICIP - Wellfield System	\$2,309.34
WSP Canada Inc	ICIP - Lagoon Upgrades	\$5,957.00
Subtotal Capital		<hr/> \$93,953.62

Total Bills		<hr/> \$204,685.87 <hr/>
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Water and Pollution Control Corporation Bills List May 2020

Aliant	7679530	\$175.68
Aliant	7646403	\$139.15
Atlantic Purification Systems Ltd	209632 UV Light Cleaner	\$87.40
Kensington Country Store	2810097511	\$261.99
Kensington Septic Service	4074 Jetter Truck Pump #2 Lift Station	\$172.50
Maritime Electric	IND PK WT MAY	\$121.93
Maritime Electric	28 STEW SEW MAY	\$745.58
Maritime Electric	WELL3 MAY	\$484.37
Maritime Electric	LIFT STN MAY	\$257.27
Maritime Electric	SEWPUMP MAY	\$266.82
Maritime Electric	PUMP WEST1 MAY	\$599.27
Maritime Electric	PUMPE2 MAY	\$237.35
Maritime Electric	PUMPCONBLDG MAY	\$86.78
Maritime Electric	PUMPW1	\$599.27
Minister of Finance	200502073	\$402.50
Sansom Equipment Ltd	5699 Repair Lagoon Pump	\$3,124.06
Total W&S Bills		\$7,761.92

Income Statement Comparison of Actual to Budget for May 2020

[illegible]

TOWN OF KENSINGTON – MEMORANDUM

TO: MAYOR AND TOWN COUNCIL, CAO
FROM: ROBERT WOOD, CUC MANAGER
SUBJECT: MAY 2020 CREDIT UNION CENTRE REPORT
DATE: MAY
ATTACHMENT: STATISTICAL REPORT

May 2020

Fitplex

- LED lighting installed throughout.
- COVID-19 signage has been posted in preparation for June 1'st opening.
- Entire Fitplex facility was painted.
- Equipment was moved around to account for COVID-19 restrictions (i.e. 6 ft separation as much as possible)
- Facility was cleaned and sanitized regularly
- Staff (funded) were hired as Fitplex is required to be staffed during all open hours according to CPHO Regulation.

Staff are very pleased with the overwhelming favourable response to the renovations made at the Fitplex during the pandemic. Staff are in the process of ordering two new pieces of equipment through the Rural Growth Initiative Funding Program.

Arena

- Arena painting has started with canteen area.
- Conference room areas have been painted.
- Staff are proceeding with arena projects through the RGI Fund; canteen upgrades, ice plant upgrades, eavestrough replacement.

Kensington Cash

- No draws due to COVID-19

Ball Fields

- Fields have been rolled several times.
- Ballfields have been maintained and are ready for Kensington Minor Ball and Kensington
- Recreational League to start June 15.
- COVID-19 signage has been posted on the fields and dugouts.
- Netting has been put up on the Don Clark Field.
- Dugouts and benches have been painted.
- Bleachers have been moved to the back of the property to prevent people gathering.

Senior's Center

- Closed due to COVID 19

Upcoming Events

All upcoming events are TBA

Town of Kensington

Union Centre Monthly Statistical Data

2020

Category	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Fitplex													
Total Members	270	265	245	245	245								1270
Attendance	1490	1550	700	0	0								3740
Day Passes Sold	28	22	10	0	0								60
Memberships Sold	42	33	12	0	0								87
Monthly Payment Memberships	54	52	51	0	0								157
Arena													
Hours Rented	158	169	62	0	0								389
Preschool (Free)	3	4	2	0	0								9
Adult Skate	3	4	2	0	0								9
Donated Ice Time	0	10	0	0	0								10
Total Hours Rented	164	187	68	0	0								419
Storm Days (no rentals)	4	2	0	0	0								6

2019

Category	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Total Members	270	262	258	250	242	230	218	215	226	245	255	260	2931
Attendance	1525	1420	1200	1140	1080	950	875	820	1011	1225	1350	1300	13896
Day Passes Sold	26	18	20	22	20	22	20	15	21	25	24	20	253
Memberships Sold	44	32	25	22	20	21	18	19	22	37	24	30	314
Monthly Payment Memberships	54	53	52	53	51	52	50	49	50	51	52	52	619
Arena													
Hours Rented	149	144	135	110	0	0	0	0	58	158	175	140	1069
Preschool (Free)	4	4	3	0	0	0	0	0	0	0	4	4	19
Adult Skate	4	4	3	0	0	0	0	0	0	0	4	4	19
Donated Ice Time	0	10	0	7	0	0	0	0	0	0	0	0	17
Total Hours Rented	157	162	141	117	0	0	0	0	58	158	183	148	1124
Storm Days (no rentals)	2.5	2	1	1	0	0	0	0	11	0	0	0	17.5

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: ASPHALT PATCHING – TOWN HALL, CREDIT UNION CENTRE & RAILYARDS
DATE: 2020-06-19
ATTACHMENTS: QUOTATIONS

Background

Staff have requested quotes from contractors to complete asphalt patching for the Town Hall Parking Lot, the Credit Union Centre Parking Lot and the Railyards Area (parking and travelled portion).

Quotes were requested from Curran and Briggs and Preston Murphy Trucking and Loading Inc. The quotes came in as follows:

Curran and Briggs - \$5,100.00 plus HST
Preston Murphy Trucking and Loading Inc. - \$5,550.00 plus HST

The work will generally include patching of all potholed areas at the Town Hall, Credit Union Centre and the Railyards area.

Recommendation

It is recommended that Committee of Council authorize me to proceed with the asphalt patching to the low bidder (Curran and Briggs) in the absence of a formal Town Council resolution and under my authority as provided under the Town's Procurement Policy. Alternatively, Committee can make the recommendation to Town Council and we will delay the patching until after the July 13th Town Council meeting.

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Diss

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Buckner

our 15 day Pre

Par / By T. M. M.

585464

townmanager@townofkensington.com

From: Public Works <publicworks@townofkensington.com>
Sent: June 18, 2020 4:20 PM
To: Geoff Baker
Subject: Fwd: Asphalt Patching

Sent from my iPhone

Begin forwarded message:

From: Benny Gallant <benny@curranandbriggs.com>
Date: June 8, 2020 at 1:36:55 PM ADT
To: publicworks@townofkensington.com
Subject: Asphalt Patching

Hey Doug

This quote is to do asphalt patching in the areas shown at the rink, town hall and train station parking lots. The price for this work would be \$5100.00 plus HST
Total price \$5865.00

Thanks
Benny Gallant

Sent from my iPhone

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: TOWN HALL WINDOW REPLACEMENT
DATE: 2020-06-19
ATTACHMENTS: BUILDING BLOCS & KENT BUILDING SUPPLIES QUOTES

Background:

Most of the windows in the Town Hall building have been replaced over the last number of years, however there are eight windows in the Medical Centre that were not replaced at that time and are in dire need of replacement. There are 6 other windows in the Town Hall building that have the seals broken and will need to be replaced with thermo panes and one door window.

Staff have solicited quotes to complete the required work. Quotes were received from Building Blocs Home Improvement Inc and Kent Building Supplies for replacement of eight windows, six window thermo panes and one door glass as follows.

Kent Building Supplies \$14,203.37 incl HST
Building Blocs Home Improvement Inc \$15,171.15 incl HST

Kent Building Supplies will provide all material and labour for the window replacement and have included \$250.00 in the quote for materials to repair the damage from possible rot. The labour associated with repairing the rot is not expected to exceed five hours being charged at \$95.00/hr and is not included in the quoted price. Any additional work required because of hidden structural deficiencies including, but not limited to, rot and deteriorated wood, will be at an extra charge.

Building Blocs Home Improvements Inc will provide all material and labour for the window replacement and any additional work required because of hidden structural deficiencies including, but not limited to, rot and deteriorated wood, will be at no extra charge.

Source of Funding:

2020/21 Capital

Recommendation:

It is requested that Committee of Council consider and make the following recommendation to Town Council for their consideration at their July 13, 2020 regular meeting through the following resolution(s):

Resolution

BE IT RESOLVED THAT Committee of Council recommend that Town Council award the contract for the Town Hall Window Replacement project to Kent Building Supplies as per their quote in the amount of \$14,203.37 including HST.



SUPPLY & SUPERVISION PROPOSAL

SUMMERSIDE

Store

JUNE 18, 2020

Date

For Office Use	VINYL WINDOWS & GLASS UNITS
	Type of Installation
	DARRELL'S WINDOW & DOOR
	Contractor's Name
	SUMMERSIDE
	Address

TOWN OF KENSINGTON

Purchaser

55 VICTORIA STREET

Address

KENSINGTON

P.E.I.

City

Prov.

Postal Code

55 VICTORIA STREET

Installation Address

902 836-3781

Home Phone

Business Phone

Kent Building Supplies will supply and supervise the installation of, subject to paragraph (1) the following:

INSTALL EIGHT ATLANTIC WHITE INTERIOR/ PAINTED EXTERIOR VINYL WINDOWS COMPLETE WITH 30 YEAR MANUFACTURER'S WARRANTY AND LOW "E" GLASS WITH ARGON GAS. WINDOWS WILL BE BUILTOUT WITH PINE BOARDS AND WILL HAVE COLONIAL CASING. ALL TRIM WILL BE PAINT GRADE.

INSTALL SIX CLEAR ATLANTIC THERMAL GLASS UNITS COMPLETE WITH LOW "E" GLASS AND ARGON GAS. THERMAL UNITS HAVE A 10 YEAR SEAL FAILURE WARRANTY.

INSTALL ONE 22" X 36" CLEAR DOOR GLASS KIT WITH LOW "E" GLASS AND ARGON GAS.

We have included \$250.00+HST for materials for possible rot. Labour to repair rot would be charged out at \$95.00/ hour but is not included. That is not expected to be more than 5 hours.

- The customer will be responsible for any painting required and the re-hanging of any drapes and rods.
- The installer will dispose of the old window if requested by the customer and will clean up any mess resulting from the installation.
- All labour and material will be completely guaranteed for a period of 1 (one) year starting the day the job is complete, after which the manufacturer's warranty will apply.
- Price includes labour, material, taxes and all discounts.

<p>1. Subject to paragraph 2, you the purchaser(s) may cancel this proposal at any time within 2 days after signing.</p> <p>2. WINDOWS AND DOORS ordered under this proposal will be custom ordered to your specifications. You will remain liable for your obligations under an accepted proposal in regard to such custom orders.</p> <p>3. The purchaser(s) understands that this proposal does not constitute a valid binding contract for any purpose unless and until it is signed and accepted by a Kent Building Supplies installed sales personnel.</p> <p>4. Verbal understandings and agreements shall not be binding unless set forth herein. Additional provisions on the reverse side of this form are part of this proposal.</p> <p>5. Any additional work required because of hidden structural deficiencies including, but not limited to, rot and deteriorated wood, will be at an extra charge.</p> <p>6. Purchaser will be responsible to obtain building permit if required.</p> <p>7. All work will meet or exceed the current National Building Code, except as noted in Schedule "A".</p>	
Purchaser(s) Signature	
<p>MATERIALS & SUPERVISION AMOUNT INCLUDING TAX</p> <p>\$ 14,203.37</p> <p>Total must be billed prior to install.</p>	<p>I/We understand that this is only an estimated date and I/we will be contacted prior to this date to schedule the actual installation date. (see paragraph 2 on reverse)</p> <p>Installation Estimated To Begin Week Of</p>

☐ Kent Account

☐ Cash / Credit Card

Purchaser

Account Number

Date

I/We hereby authorize Kent Building Supplies to perform the work described above in a good and workmanlike manner on the terms and conditions set out in this proposal.

DOUG LANGILLE

Kent Representative

Terms And Conditions

Kent has made every effort to ensure that our quote is both accurate and competitive. The prices quoted do not include any material or labour for any items that may not be clearly visible at this time. This could include such items as rotten wood, plumbing or wiring defects, etc. that may be hidden behind drywall, siding etc. The material and/or labour to repair or replace such items will be quoted separately, should they arise, during the installation.

1. **INSTALLATION** – It is understood that Kent Building Supplies will not install said materials, but that by the acceptance of this proposal you authorize Kent to arrange with a qualified contractor to make the installation. You authorize Kent to: (1) issue to said contractor an installation work order with the specifications as outlined in the contract, (2) inspect the installation upon completion thereof, and (3) pay the contractor his charge for such installation upon establishing that the installation has been satisfactorily completed. You agree to pay Kent the amount specified in the contract which will cover the price of said materials and the installation charges.
2. **YOU AGREE THAT KENT BUILDING SUPPLIES IS NOT RESPONSIBLE FOR DELAYS IN DELIVERY OR INSTALLATION DUE TO UNAVAILABILITY OF MATERIALS, WEATHER, FIRE, LABOUR DISPUTES, WAR, GOVERNMENTAL REGULATIONS OR ANY CAUSES BEYOND ITS CONTROL.**
3. Any changes made by you in the specifications as outlined in this proposal necessitating additional materials or labour shall not be included or covered by this proposal, but shall be provided for under separate and additional orders from you.
4. **IF THIS IS A CREDIT SALE, IT MUST BE APPROVED BY KENT BUILDING SUPPLIES CREDIT SALES DEPARTMENT. IF THIS PROPOSAL IS NOT APPROVED OR THE INSTALLATION CANNOT BE MADE IN ACCORDANCE WITH THE LOCAL LAWS, THE OFFER WILL BE WITHDRAWN AND ANY PAYMENTS YOU HAVE MADE WILL BE REFUNDED TO YOU.**
5. This proposal when signed by you the purchaser, and a Kent Building Supplies Representative shall constitute the entire agreement between the parties and specifications shall not be altered or modified except by written agreement between the parties. If this is a credit order, regular service charges will apply.
6. **KENT BUILDING SUPPLIES INSTALLATION WARRANTY** – In addition to any warranty extended to you on the Kent Building Supplies merchandise involved, should the workmanship of any Kent Building Supplies arranged installation prove faulty, within one year, Kent Building Supplies will cause such faults to be corrected at no additional costs to you.

All work will meet or exceed all building codes.

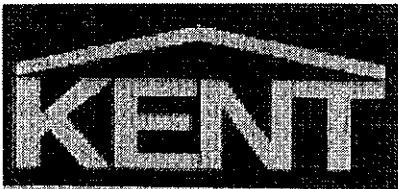
Any attached diagrams will be considered to be part of this agreement.

Should you wish to go ahead with this renovation, and sign a contract, you can cancel said contract at any time, until the start of the job, for renovations using stock merchandise. For renovations requiring Special Order and particularly Custom Made merchandise, the labour portion of the job may be cancelled but you would be responsible for the Special Order or Custom made merchandise portion.

All merchandise and labour are sold subject to warranties; limitations and warranty programs of Kent suppliers and the same are adopted and incorporated into Kent terms of sale. In all events (including negligence of Kent and/or its suppliers and/or sub-contractors) Kent liability shall not exceed the value of goods sold or the service rendered nor shall Kent be liable for any special, incidental or consequential damages. Kent standard warranty on all labour performed is one year from the date of satisfactory completion. In addition to all warranties, written or otherwise, Kent guarantees that our customers will be completely satisfied with all installed renovations within the terms and conditions described in the contract and any attached diagrams written specifically for each job.

Kent will only agree to supply the quantity of materials or supply the labour to install such materials as are shown on the face of this agreement, or attached to this agreement.

THANK YOU FOR CONSIDERING KENT FOR YOUR INSTALLED HOME RENOVATION!!



Kent - Summerside
Box 3390, 19 Eustane
Street
Summerside, PE

Quote

Quote #:2001290327/ 1

Date :6/16/2020

Page 1

Bill To:	Ship To:
Cash Account	

Customer: Town of Kensington

Line # 1 Quantity 4

N=36 1/4;H=18 3/4;

Description: Glass Only Thermo

19mm (3/4") OA Thick IG Unit

19mmOA Dual Glaze IG

3mm LowE

1/2in Argon

3mm Clear

Color: White Location: Town Hall

Conforms to AAMA / WDMA / CSA 101 / I.S.2 / A440-08 and A440S1-09

IAFS

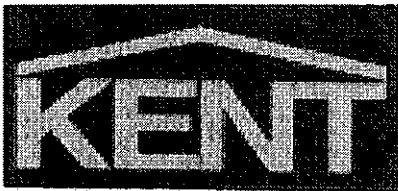
DISCLAIMER

Note: When choosing the fenestration product category and the performance level required for a specific application, you must take into consideration the height of installation, the location and the type of building. Refer to the building code in force in our region before installing the product.

H = 18 3/4

3mm LowE
Argon 1/2in (12.7mm)
3mm Clear

W = 36 1/4



C1N 4K3

Quote

Quote #:2001290327/ 1

Date :6/16/2020

Page 2

Line # 2 Quantity 1**N=29 1/2;H=34;****Description:** Glass Only Thermo

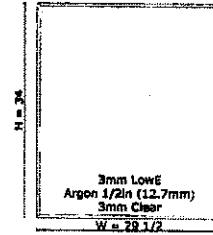
19mm (3/4") OA Thick IG Unit

19mmOA Dual Glaze IG

3mm LowE

1/2in Argon

3mm Clear

**Color:** White **Location:** Police

conforms to AAMA / WDMA / CSA 101 / I.S.2 / A440-08 and A440S1-09

AFS**DISCLAIMER**

ote: When choosing the fenestration product category and the performance level required for a specific application, you must take into consideration the height of installation, the location and the type of building. Refer to the building code in force in our region before installing the product.

Line # 3 Quantity 1**N=29 1/2;H=18 3/4;****Description:** Glass Only Thermo

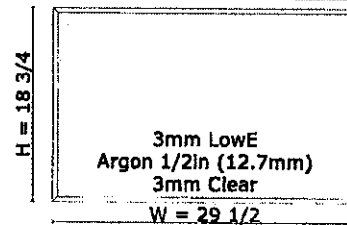
9mm (3/4") OA Thick IG Unit

9mmOA Dual Glaze IG

3mm LowE

1/2in Argon

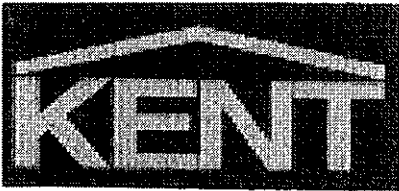
3mm Clear

**Color:** White **Location:** Police

conforms to AAMA / WDMA / CSA 101 / I.S.2 / A440-08 and A440S1-09

AFS**DISCLAIMER**

ote: When choosing the fenestration product category and the performance level required for a specific application, you must take into consideration the height of installation, the location and the type of building. Refer to the building code in force in our region before installing the product.



Quote

Quote #:2001290327/ 1

Date :6/16/2020

Line # 4

Quantity 1

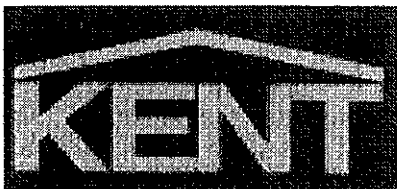
Page 3

Description: PARTS Qty: 1 CPC: K10 2236 LEA

Doorlite K10 LEA 22in x 36in TEMP

Doorlite K10 (temp) LEA 22in x 36in

Color: White Location: Town Hall



Quote

Quote #:2001290327/ 1

Date :6/16/2020

Page 4

Line # 5 Quantity 8

N=33 3/8;H=62 3/8;

IM_W 39 5/8

IM_H 68 5/8

Description: Vision FS-AWN

Insert with Return, White Interior - Paint Exterior

1/2 inch Flat J-Mould - 6.25 inch Offset

Black Weatherstripping

Pre-Drill with Plugs, White Hardware

Paint Exterior Sand

Unit Weight Exceeds 60 lbs

Deluxe Awning Handle

19mmOA Dual Glaze IG

3mm LowE

1/2in Argon

3mm Clear



Color: White Location: Medical Centre

IFRC

IFS

IPD=ATL-K-12-00092-00001 ER=33

I-Factor(U.S./I-P)=0.28 U-Factor(SI)=1.69 SHGC=0.48 VT=0.48 CR=59

AWN

IPD=ATL-K-13-00088-00001 ER=32

I-Factor(U.S./I-P)=0.29 U-Factor(SI)=1.65 SHGC=0.48 VT=0.48 CR=58

Conforms to AAMA / WDMA / CSA 101 / I.S.2 / A440-08 and A440S1-09

IAFS

CS/CS(T)

Class Code LC-PG60-AP

Size Tested 1219 x 3251 mm (48 x 128 in)

IDP +2880 Pa (+60 psf) WRTP 730 Pa (16 psf)

IDP -2880 Pa (-60 psf) CAI A3

DISCLAIMER

Note: When choosing the fenestration product category and the performance level required for a specific application, you must take into consideration the height of installation, the location and the type of building. Refer to the building code in force in our region before installing the product.

These windows are custom made to your specifications.

Therefore they can not be cancelled or returned once

ordered.Quotes only valid for 14 days!

Quote Valid Until 6/30/2020

Some Note

Building Blocs Home Improvements Inc.

12 Park Road

PO Box 869

Kensington, PE C0B 1M0

Phone: 902-836-4040

Cell: 902-439-1124

Email: buildingbloccs.pei@gmail.com

ESTIMATE**Customer:**

Town of Kensington

ESTIMATE NO: 1365

DATE: Jun 11, 2020

Business No.: 791218290RT0001

Description		Amount
RE:		
- Replace six (6) thermo panes		
- Replace one (1) door glass		
- Replace eight (8) windows		
Labour		5,670.00
Material		7,522.30
Subtotal:		13,192.30
H5 - HST 15%		
H5		1,978.85
THANK YOU FOR GIVING ME THE OPPORTUNITY TO PRICE THIS JOB!		
Restoring The Past...And Building The Future		
Total Amount		15,171.15

TOWN OF KENSINGTON - MEMORANDUM

TO: COMMITTEE OF COUNCIL
FROM: GEOFF BAKER, CHIEF ADMINISTRATIVE OFFICER
SUBJECT: WATER & SEWER RATE INCREASE 2021
DATE: 2020-06-19
ATTACHMENTS: STATEMENT OF REVENUE & EXPENDITURES

Background:

The Kensington Water and Pollution Control Corporation filed an application with the Island Regulatory and Appeals Commission (IRAC) in 2015 for an increase in the water and sewer utility rates on an incremental basis over a five-year period from 2015 to 2020. Since the last increase was implemented in January 2020, staff were requested to review the current water and sewer utility rates and recommend utility rates for the next five-years from 2021/2026, effective January 1, 2021.

A copy of the proposed draft 2021/2026 statement of revenue and expenditures is being circulated with this memo identifying the impacts of the proposed revenue increase on the accumulated surplus/deficit and how it will impact the cash flow on an annual basis over the next five years. Depreciation was calculated using the proposed five-year capital plan as approved by Town Council, with the water tower project removed, sewer replacement reduced from \$2,000,000 to \$500,000 over five years, and \$50,000/year in miscellaneous capital added. Keeping these projects in the rate adjustment application increased the rates significantly. The Capital Plan will be adjusted going forward to reflect these changes.

With the proposed capital projects over the next five years and the projected increase in the expenditures for operation of the Water and Pollution Control Corporation, it is necessary to increase the utility rates to secure adequate cash flow and to reduce the accumulated deficit over the next five years. It is recommended at Committee of Council provide a recommendation to Town Council to make application to IRAC to increase water utility rates by 6% and sewer utility rates by 3% on an incremental basis (per year) for the next five years, through the 2021/2026.

Following is a breakdown of the proposal based on the rate for a single-family dwelling:

Monthly Rate	Sewer Service	Water Service	Combined Services
Current	\$29.46	\$19.84	\$49.30
Jan 1, 2021	\$30.34	\$21.03	\$51.37
Jan 1, 2022	\$31.25	\$22.29	\$53.54
Jan 1, 2023	\$32.19	\$23.63	\$55.82
Jan 1, 2024	\$33.16	\$25.05	\$58.21
Jan 1, 2025	\$34.15	\$26.55	\$60.70

Recommendation:

It is requested that Committee of Council consider and make the following recommendation to Town Council for their consideration at their July 13, 2020 regular meeting through the following resolution(s):

Resolution

BE IT RESOLVED THAT Committee of Council recommend that Town Council authorize staff to submit an application to the Island Regulatory and Appeals Commission for a 6% per year rate increase for water and a 3% per year rate increase for sewer over a five-year period commencing January 1, 2021.

SEWER
Statement of Revenue and Expenditures (WITH RATE CHANGE)

		Current		FORECAST				
		2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
680.00	# of Sewer Customers							
929.13	# of Prop Units Billed	\$343.20	\$353.52	\$364.13	\$375.05	\$386.30	\$397.89	\$409.83
	# of Feet of Frontage							
680.00	# of Sewer Customers		680	685	690	695	700	700
929.13	# of Prop Units Billed		929.13	935.7	942.54	949.37	956.2	956.2
	# of Feet of Frontage							
% Rate Change Proposed			3.0%	3.0%	3.0%	3.0%	3.0%	3.0%

		15 mths	12 mths	CURRENT	WITH RATE CHANGE				
		Actual	Actual	BUDGET	Proj	Proj	Proj	Proj	Proj
		2018	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2024/25
REVENUES									
521	Flat Rate Revenues	\$ 393,060	\$ 324,930	\$ 335,166	\$ 345,221	\$ 355,578	\$ 366,245	\$ 377,232	\$ 388,549
522	Measured Revenues								
523	Revenues from Public Authorities								
525	Interdepartmental Revenues								
530	Frontage Rates								
531	Sale of Sludge								
532	Delayed Payment Charges								
534	Rents from Sewer Property								
536	Other Sewer Revenues								
	TOTAL REVENUES	\$ 393,060	\$ 324,930	\$ 335,166	\$ 345,221	\$ 355,578	\$ 366,245	\$ 377,232	\$ 388,549
EXPENDITURES									
Operating	700 Salaries and Wages – Oper Emp								
	705 Materials and Supplies								
	710 Repairs and Maintenance	52,290	67,872	46,800	47,736	48,691	49,665	50,658	51,671
	715 Rentals								
	720 Power or Electricity	10,622	16,588	15,600	15,912	16,230	16,555	16,886	17,224
	725 Chemicals								
		62,912	84,460	62,400	63,648	64,921	66,219	67,544	68,895
General	750 Salaries and Wages – Admin Emp	187,500	150,000	202,800	206,856	210,993	215,213	219,517	223,908
	755 Employee Pensions and Benefits			–	–	–	–	–	–
	760 Office Supplies and Other	2,210	2,160	2,203	2,247	2,292	2,338	2,385	2,432
	761 Interest and Bank Service Charges	4,693	3,881	3,600	3,672	3,745	3,820	3,897	3,975
	765 Contractual Services			–	–	–	–	–	–
	770 Transportation Expenses			–	–	–	–	–	–
	775 Insurance			–	–	–	–	–	–
	780 Amortization – Rate Case Expense			–	–	–	–	–	–
	785 Regulatory Commission Fees			–	–	–	–	–	–
	790 Miscellaneous Expenses	8,919	6,562	6,420	6,548	6,679	6,813	6,949	7,088
	795 Bad Debt Expense			–	–	–	–	–	–
	Honorariums	1,857	575						
	Professional Fees	3,048	3,969	4,000	4,080	4,162	4,245	4,330	4,416
	Professional Development				–	–	–	–	–
		208,227	167,147	219,023	223,403	227,872	232,429	237,078	241,819
Other	902 Small Tools Written Off								
	903 Depreciation Expenses (Sch 9A)	45,937	28,190	31,486	32,086	32,086	34,090	34,066	34,066
	904 Interest on Long-Term Debt	35,786	22,110	21,600	27,993	27,748	32,603	32,183	31,763
		81,723	50,300	53,086	60,079	59,834	66,693	66,249	65,830
	TOTAL EXPENDITURES	\$ 352,862	\$ 301,907	\$ 334,509	\$ 347,131	\$ 352,627	\$ 365,342	\$ 370,871	\$ 376,543
	Net Income (Loss) Year	\$ 40,198	\$ 23,023	\$ 657	\$ (1,910)	\$ 2,951	\$ 903	\$ 6,362	\$ 12,006
	Cumulative Surp (Def)	\$ (47,872)	\$ (24,849)	\$ (24,192)	\$ (26,102)	\$ (23,152)	\$ (22,248)	\$ (15,887)	\$ (3,881)

Conversion to Cash

Add: Amortization	\$45,937	\$28,190	\$38,060	\$38,660	\$38,660	\$44,660	\$44,588	\$44,516
Less: Principal Repayments	\$54,073	\$43,258	\$51,429	\$51,429	\$51,429	\$57,249	\$57,249	\$57,249
Net Cash	-\$8,136	-\$15,068	-\$13,370	-\$12,770	-\$12,770	-\$12,589	-\$12,661	-\$12,732
Cumulative Surp (Def)		-\$23,204	-\$36,574	-\$49,343	-\$62,113	-\$74,702	-\$87,363	-\$100,095

Conversion to Cash if refinanced over 25 years

Add: Amortization	\$28,190	\$28,190	\$38,060	\$38,660	\$38,660	\$44,660	\$44,588	\$44,516
Less: Principal Repayments	\$54,073	\$43,258	\$36,866	\$36,866	\$36,866	\$42,685	\$42,685	\$42,685
Net Cash	-\$25,883	-\$15,068	\$1,194	\$1,794	\$1,794	\$1,975	\$1,903	\$1,831
Cumulative Surp (Def)		-\$40,951	-\$39,757	-\$37,963	-\$36,169	-\$34,194	-\$32,292	-\$30,460

WATER

Statement of Revenue and Expenditures (WITH RATE CHANGE)

675.00	# of Water Customers
906.13	# of Prop Units Billed
	# of Feet of Frontage
675.00	# of Water Customers
906.13	# of Prop Units Billed
	# of Feet of Frontage

			FORECAST				
PER YEAR	2019/20	Current	2021/22	2022/23	2023/24	2024/25	2025/26
Flat Rate	\$ 234.60	\$ 238.08	\$ 252.36	\$ 267.51	\$ 283.56	\$ 300.57	\$ 318.60
Ftg Rate/Ft							
		675.00	680.00	685.00	690.00	695.00	695.00
		906.13	911.20	917.90	924.60	931.30	931.30

1.50%	6.00%	6.00%	6.00%	6.00%	6.00%
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		15 mths	12 mths	12 mths	WITH RATE CHANGE				
		Actual 2018	Actual 2019/20	Budget 2020/21	Proj 2021/22	Proj 2022/23	Proj 2023/24	Proj 2024/25	Proj 2024/25
REVENUES									
460	Unmetered Water Revenues	\$ 203,938	\$ 210,815	\$ 215,913	\$ 228,868	\$ 242,600	\$ 257,156	\$ 272,585	\$ 288,940
461	Metered Water Revenues			\$ -					
462	Fire Protection Revenues	55,944	55,944	\$ 72,912	\$ 72,912	\$ 72,912	\$ 72,912	\$ 72,912	\$ 72,912
464	Other Sales to Public Authorities			\$ -					
465	Sales to Irrigation Customers			\$ -					
470	Delayed Payment Charges			\$ -					
471	Miscellaneous Service Revenues			\$ -					
474	Other Water Revenues	2,756	2,582	\$ 2,160	\$ 2,268	\$ 2,381	\$ 2,500	\$ 2,625	\$ 2,757
TOTAL REVENUES		\$ 262,638	\$ 269,341	\$ 290,985	\$ 304,048	\$ 317,893	\$ 332,568	\$ 348,123	\$ 364,609
EXPENDITURES									
Operating	600 Salaries and Wages – Oper Emp								
	605 Materials and Supplies								
	610 Repairs and Maintenance	12,428	28,074	10,800	11,016	11,236	11,461	11,690	11,924
	615 Rentals			-	-	-	-	-	-
	620 Power or Electricity	20,774	18,948	18,000	18,360	18,727	19,102	19,484	19,873
	625 Chemicals	2,108	1,777	1,800	1,836	1,873	1,910	1,948	1,987
	630 Water Testing and Analysis	7,142	7,511	5,160	5,263	5,368	5,476	5,585	5,697
		42,452	56,310	35,760	36,475	37,205	37,949	38,708	39,482
General	650 Salaries and Wages – Admin Emp	187,500	150,000	202,800	206,856	210,993	215,213	219,517	223,908
	655 Employee Pensions and Benefits			-	-	-	-	-	-
	660 Office Supplies & Other Office Exp	2,433	1,601	1,633	1,666	1,699	1,733	1,768	1,803
	661 Interest and Bank Service Charges	4,694	3,882	3,540	3,611	3,683	3,757	3,832	3,908
	665 Contractual Services			-	-	-	-	-	-
	670 Transportation Expenses			-	-	-	-	-	-
	675 Insurance			-	-	-	-	-	-
	680 Amortization – Rate Case Expense			-	-	-	-	-	-
	685 Regulatory Commission Fees			-	-	-	-	-	-
	690 Miscellaneous Expenses	7,586	6,226	6,420	6,548	6,679	6,813	6,949	7,088
	695 Bad Debt Expense			-	-	-	-	-	-
		1,857	575						
	3,048	3,969	4,000	4,080	4,162	4,245	4,330	4,416	
				-	-	-	-	-	
	207,118	166,253	218,393	222,761	227,216	231,760	236,396	241,124	
Other	802 Small Tools Written Off								
	803 Depreciation Expenses (Sch 9A)	28,314	22,651	25,964	29,698	29,698	29,698	29,698	29,698
	804 Interest on Long–Term Debt	35,786	30,584	30,000	42,525	42,047	41,570	41,092	40,614
		64,100	53,235	55,964	72,223	71,746	71,268	70,790	70,313
TOTAL EXPENDITURES		\$ 313,670	\$ 275,798	\$ 310,117	\$ 331,459	\$ 336,167	\$ 340,977	\$ 345,894	\$ 350,918
Net Income (Loss) Year		\$ (51,032)	\$ (6,457)	\$ (19,132)	\$ (27,412)	\$ (18,273)	\$ (8,409)	\$ 2,229	\$ 13,691
Cumulative Surp (Def)		\$ 55,009	\$ 48,552	\$ 29,420	\$ 2,008	\$ (16,265)	\$ (24,674)	\$ (22,445)	\$ (8,754)

Conversion to Cash

Add: Amortization	\$28,314	\$22,651	\$32,571	\$42,555	\$42,555	\$42,555	\$42,555	\$42,555
Principal Repayments	\$54,073	\$42,258	\$47,764	\$58,179	\$58,179	\$58,179	\$58,179	\$58,179
Net Cash	-\$25,759	-\$19,607	-\$15,194	-\$15,625	-\$15,625	-\$15,625	-\$15,625	-\$15,625
Cumulative Surp (Def)		-\$45,366	-\$60,560	-\$76,184	-\$91,809	-\$107,434	-\$123,058	-\$138,683

Conversion to Cash if refinanced over 25 years

Add: Amortization	\$28,314	\$22,651	\$32,571	\$42,555	\$42,555	\$42,555	\$42,555	\$42,555
Principal Repayments	\$54,073	\$42,258	\$34,201	\$44,616	\$44,616	\$44,616	\$44,616	\$44,616
Net Cash	-\$25,759	-\$19,607	-\$1,630	-\$2,061	-\$2,061	-\$2,061	-\$2,061	-\$2,061
Cumulative Surp (Def)		-\$45,366	-\$46,996	-\$49,057	-\$51,118	-\$53,179	-\$55,240	-\$57,301

Correspondence



June 17th, 2020

Prince Edward Island Federation of Labour

Charlottetown – Today, Prince Edward Island Federation of Labour joined other federations of labour and labour councils across the country in launching a petition demanding that federal and provincial governments support municipalities through the current COVID-19 crisis.

“The municipal government is not only a major employer in the community, it will also be a major driver in our national recovery,” said PEI FEDERATION OF LABOUR SPOKESPERSON Carl Pursey, President. “Local governments need financial relief so they can continue to provide all the essential services that workers and their families rely on day to day.”

Municipal workers look after our health, maintain infrastructure and provide other essential services. That includes running our emergency services, parks, libraries, recreation centres and providing care for the elderly and the young.

SECOND QUOTE “Municipal workers are providing many critical services we take for granted”. During a pandemic, we need to support the workers who are doing so much to support us.”

The PEI Federation of Labour would like you to sign the enclosed petition, and forward it the provincial and federal Governments

The Prince Edward Island Federation of Labour represents 14,000 union members.

Carl Pursey, President
peifed@pei.aibn.com
(902) 368-3068

CD CUPE Local 1770-7

Prince Edward Island Federation of Labour
326 Patterson Drive
Charlottetown, PEI
C1A 8K4
Tel.: 902-368-3068



[Which] REGION

Proposed Motion for Local Governments

BECAUSE our local city and town councils, big or small, rural or urban are on the front lines of some of the most pressing challenges facing Canada;

BECAUSE municipal workers are going flat out to deliver the public services that keep us safe during the COVID-19 crisis;

BECAUSE municipal revenues are collapsing and unanticipated costs are soaring;

BECAUSE without financial help, cities and towns will be forced to cut vital local services our families and communities rely upon;

BECAUSE public transportation makes our communities more livable and fights climate change;

"The city of" asks (or demands) the federal (and provincial) government(s) to provide emergency operating funds to protect vital local services, including public transportation and emergency services.

sp*cope225

Correspondence

townmanager@townofkensington.com

From: Rowan Caseley <mayor@townofkensington.com>
Sent: June 12, 2020 1:34 PM
To: Geoff Baker
Subject: FW: Cxl 9th Annual PEI Humane Society Golf Tournament

Geoff, Can you please add this to correspondence for our next Committee of Council.

Thanks
Rowan

Rowan Caseley
Mayor – Town of Kensington
P O Box 418
55 Victoria Street East
Kensington, PE C0B 1M0

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Email mayor@townofkensington.com
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From: jharkness@peihumanesociety.com [mailto:jharkness@peihumanesociety.com]
Sent: June 12, 2020 12:03 PM
To: 'Jennifer Harkness' <jharkness@peihumanesociety.com>
Subject: Cxl 9th Annual PEI Humane Society Golf Tournament

Hello,

We have come to the difficult decision to cancel the 9th Annual PEI Humane Society Golf Tournament presented by IG Wealth Management. Thank you for supporting the animals in 2019 and helping raise close to \$25,000. Special thanks go to IG Wealth Management for committing to support the PEIHS this year, even without a tournament to sponsor. I have re-booked a 2021 date with Fox Meadow with a hope that our tournament comes back stronger than ever!

The PEI Humane Society is an Essential Service for the Province. We have closed public shelter access, but our dedicated staff continues to provide daily animal care and provide full services to the community. With COVID-19, the reduction of public fundraising initiatives will make it a hard year to keep the shelter fully operating. **We still need community support and funding.** Please consider sponsoring or donating in other ways. Here are a few ideas:

1. [Donation](#) towards shelter supplies and kitten season (Vet supplies, cat litter, special food)
2. [Donation](#) towards general operations and animal care
3. [Sponsor a Kennel](#)
4. [Wishlist items](#)
5. [Buy a Brick](#) or make a donation towards the [Expanding our Paw Print](#) capital project. A donation of \$1000 or more will be recognized on the Donor wall when the project is complete in 2022.
6. [Volunteer as a Board Member](#)

Please let me know if you have any questions. Please reach out and keep in touch.

Well wishes, Jennifer



Jennifer Harkness

Development & Communications Manager, PEI Humane Society

902 892 1190 ext 24 | jharkness@peihumanesociety.com

www.peihumanesociety.com

309 Sherwood Rd. PO Box 20022 C1A 9E3



"You won't change the world by saving an animal, but you will change that animal's world."